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14 SEP 1964

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Current Interest Items

1. Early Retirement Bill

The Senate Armed Services Committee approved HR 8427 with amendments proposed by the Committee on 10 September. Mr. Braswell has indicated that we would have an opportunity to review and remove any classified information from the Committee's report. We have supplied Mr. Braswell with a brief unclassified description of our plans for administering this retirement system for use in the report and for Senator Russell's use when the bill is considered by the Senate.

Key changes in our draft regulation which were required by the Senate changes have been made and we expect to get the revised draft on criteria, review procedures, and appeal procedures out on Agency coordination this week.

At a meeting on 8 September with representatives of Agency offices concerned, a serious problem was identified in the wording of a new definition of "qualifying service" which had been added in the second Committee print of the bill. This was discussed with Mr. Braswell on 9 September and revised wording substituted to remove the problem.

2. Fund Drive

The Agency Kickoff meeting for Office Chairmen and Keymen was held in the auditorium on 11 September. A last minute change was made to permit payroll withholding of pledge payments for personnel paid from confidential funds as well as those paid from vouchered funds.

3. Service Awards Ceremony

Final arrangements have been made for the Service Awards Ceremony to be held at noon on 18 September. 179 of a total of [REDACTED] employees who completed 15 years of Agency service during the year have been invited to attend and 195 of a total of [REDACTED] employees who completed 10 years of Agency service during the year. A group of 147 employees have been designated to receive their certificates personally from the Director. The remaining certificates will be distributed in appropriate ceremonies arranged by the offices concerned.

4. Barbershop

Work is progressing on the barbershop and the proposed color scheme will be presented to the Fine Arts Committee for approval during the week of 13 September.

[REDACTED] the concessionaire, is still in the process of negotiating his contract with GSI. They are proceeding now on the basis that [REDACTED] will supply all of the equipment. Consequently, the per cent of gross earnings to be paid to GSI, and subsequently divided with the Employee Association, will probably be less than originally planned.

DOCUMENT NO.

NO CHANGE IN CLASS. ☐

DECLASSIFIED

DATE: 10/10/80 BY: 104826R000300140024-2

NEXT REVIEW DATE:

AUTH: HR 70-2

GROUP 1
Excluded from automatic
downgrading and
declassification

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The Office of Security has [REDACTED] PHE and is conducting an appropriate investigation to clear him as the concessionaire.

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5. Flu Shots

Plans are being made to administer flu shots in mid-October. Although no epidemic is expected, the Surgeon General has advised that these inoculations be repeated. The special gun which permitted these inoculations to be injected without a needle cannot be obtained on a satisfactory schedule this year; therefore, pre-filled needles will be used. These cost 42¢ each and it is planned to charge 50¢ to employees to provide additional funds to cover the cost of providing this service.

The Medical Staff has volunteered to draft an announcement of this program to distribute to all employees.

6. Blood Donors

We are working on plans for a Blood Donor Awards ceremony in October. Since there will be only about 20 recipients of these awards this year, we propose using the UNIB conference room or other appropriate space rather than the auditorium.

7. Exercise Room

During the six day period 8 through 13 September, 96 individuals registered; with 13 registering Saturday, 12 September and 4, 13 September. The room has been used as early as 0015 hours and as late as 2230 hours.

The 96 registrants was an increase of 30 over the 66 who used the room the previous week.

/s/ Emmett D. Echols

Emmett D. Echols
Director of Personnel

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OD/Pers, [REDACTED] (14 September 1964)

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